



Date: 2081/12/01

Notice

Mandatory Attendance: Capacity Development Training on Digital Literacy

Dear Faculty Members,

Madan Bhandari Memorial College is organizing a Capacity Development Training focused on enhancing Digital Literacy Skills. All faculty members are required to attend this compulsory two-phase training, structured as detailed below:

Phase 1: Digital Pedagogy

Day 1: Monday, 2081/12/04

- **6:00 AM - 8:00 AM:** Introduction to Pedagogy (*Mr. Mohit Guragain*)
- **8:00 AM - 8:30 AM:** Snacks and Tea Break
- **8:30 AM - 10:30 AM:** Assessment Tools (*Mr. Raheem Ansari*)

Day 2: Tuesday, 2081/12/05

- **6:00 AM - 8:00 AM:** Tools for Teaching and Learning (*Mr. Mohit Guragain*)
- **8:00 AM - 8:30 AM:** Snacks and Tea Break
- **8:30 AM - 10:30 AM:** Integration of AI in Education (*Mr. Raheem Ansari*)

Phase 2: Subject-Specific Tools

Day 1: Wednesday, 2081/12/06

- **6:00 AM - 8:00 AM:** Learning Analytics (*Mr. Raheem Ansari*)
- **8:00 AM - 8:30 AM:** Snacks and Tea Break
- **8:30 AM - 10:30 AM:** Higher Education Data Management (*Mr. Raheem Ansari*)

Day 2: Thursday, 2081/12/07

- **6:00 AM - 8:00 AM:** Research Methodology and Data Analysis (*Dr. Samulson Neupane, Ph.D., Faculty of Management, TU*)
- **8:00 AM - 8:30 AM:** Snacks and Tea Break
- **8:30 AM - 10:30 AM:** Citation and Article Management Tools (*Dr. Samulson Neupane, Ph.D., Faculty of Management, TU*)
- **10:30 AM - 11:30 AM:** Lunch

Important Instructions:

1. **Attendance is mandatory** for all sessions on both phases.
2. **Bring your laptops** for practical sessions.
3. **Snacks, tea, and lunch** will be provided during the training as indicated.

Your active participation will significantly enhance your professional and teaching capabilities through improved digital proficiency.

Thank you for your cooperation and commitment.



(Signature)

Dr. Babu Ram Adhikari
Campus Chief